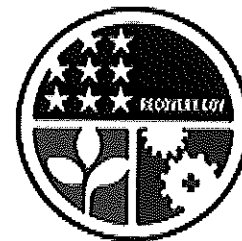




# **Work Order (Bid Form)**

Knoxville/Knox County Community Action Committee



## **WORK ORDER INFORMATION**

**Work Order Name:** WO/80008KN0773/1

**Work Order Type:** Weatherization

**Audit Name:** 80008KN0773-Audit

## **CLIENT INFORMATION**

**Client Name:**

**Address:**

**Client ID:** 80008KN0773

**Alt. Client ID:** KNOX

## **AGENCY INFORMATION**

**Agency:** Knoxville/Knox County CAC

**Agency Phone:** (865) 244-3080

**Address:** P.O.Box 51650

**Fax:** (865) 544-1647

Knoxville, TN 37950-1650

**Email Address:** jason.estes@cachousing.org

**Company Name & License Number:** \_\_\_\_\_

**Contractor's Signature:** \_\_\_\_\_

## **COMMENT**

•Single Family Dwelling

Contractor to follow 2006 International Residential Code as adopted by the City of Knoxville or Knox County as applicable.

City

House built in 1930

An EPA Certified Firm/Renovator is required.

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## Measures

Measure 1 Broken Pane (upto 10 square feet ) e2,e6,n1				Components			Inspected		
<b>Comment</b> Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.							<input type="checkbox"/>		
#	Material / Labor	Description / Comment	Units	Estimated		Actual			
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Broken Pane (upto 10 square feet)  Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Other Detail</b>									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Measure Sub Total:</b>						<input type="text"/>	<b>Sub Total:</b>		<input type="text"/>
<b>Field Notes:</b>          									

**Measure 2 Mastic the Return Box****Components****Inspected**

**Comment** Liquid white Mastic to be applied to entire inside of return to seal all seams. Use foam board around edges to fill in any voids and mastic. Seal front of return box where it meets return register with appropriate caulk. No changes allowed. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Construction Mate	Mastic the Return Box Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Measure Sub Total:****Sub Total:****Field Notes:**

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**Measure 3 Mastic/Insulate Supply Boot qty 11****Components****Inspected**

**Comment** Liquid white Mastic to be applied to entire inside of boot to seal all seams. Top of boot where it meets subfloor to be caulked with appropriate caulk. Boots to be insulated on outside of boot to R-6. This is best performed with 2-part close cell foam. Location+Register Type^Initial (Pa)

☐

KitchenSupply2  
Living RoomSupply2.2  
Living RoomSupply2.3  
Bdrm1Supply1.4  
Bdrm2Supply1.7  
Bath1Supply2  
Bdrm3Supply0.5  
Bdrm4Supply2  
Family RoomSupply16  
Bath2Supply19.5  
OtherSupply1

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Unspecified	Mastic/Insulate Supply Boot (+)	Each	11	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	labor	Each	11	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Measure Sub Total:****Sub Total:****Field Notes:**

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**Measure 4 Window Glazing**  
**S1,S2,E2,E3,E4,W3,W4,W5,W6**

**Components**

**Inspected**

**Comment** All loose glazing must be 100% removed. Push points installed as needed.  
 New glazing should be even, smooth, and all look uniform. Refer to Appendix  
 A- Standards for Weatherization Materials and Southeast Field Guide.

☐

NOTE: Silicone, caulk, or any other product that is not window glazing is not acceptable.

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Windows	Window Glazing  Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	9	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	9	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Other Detail</b>									
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Measure Sub Total:</b>						<input type="text"/>	<b>Sub Total:</b>	<input type="text"/>	

**Field Notes:**

**Measure 5 Duct Insulation****Components****Inspected**

**Comment** • Insulation must be a minimum of R-6. Must be taped with the appropriate tape. No changes allowed. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide. Install liquid mastic to all seams before insulating.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Duct Insulation  Includes labor cost. Contractor must use a minimum of R-6 insulation. All foil tape should be free of bubbles. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	SqFt	50.27	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Duct Insulation	SqFt	50.27	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:**

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**Measure 6 DWH Pipe Insulation****Components****Inspected****Comment**☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	DHW Pipe Insulation Includes labor cost. All corners must be cut properly. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	DHW Pipe Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:**

Client Name:

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**Measure 7 DWH Tank Insulation****Components****Inspected****Comment** extend pressure relief pipe as needed.☐

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Hot Water Equipm	DHW Tank Insulation Includes labor cost. R-10 minimum. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	DHW Tank Insulation	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:**

Client Name:

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Alt. Client ID: KNOX

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**Measure 8 Smart Thermostat****Components****Inspected**

**Comment** Install thermostat. Must be equal to Honeywell's PRO 4000 Programmable Thermostat (must submit equivalent to Housing Director for approval) . Must educate client on operation of thermostat.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Heating Equipmen	Smart Thermostat  Includes labor cost. Must be equal to Honeywell's PRO 4000 Programmable Thermostat. Must be installed by a qualified technician. Must train homeowner on operation of thermostat. Refer to Appendix A- Standards for Weatherization Materials and South East Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Smart Thermostat	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**Measure Sub Total:****Sub Total:****Field Notes:**

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**Measure 9 Floor Ins. R-19****Components F1****Inspected**

**Comment** •Includes labor cost. Contractor's responsibility to seal penetration in floor before installing insulation. Contractor to install using Resnet Grade 1 Standards. Insulation is installed to maintain permanent contact with the subfloor above (paper side against subfloor) including necessary supports (e.g. staves for blankets). Insulation to have NO gaps, voids, or compressions. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Floor Insulation - Fiberglass Batts - R-19	SqFt	1148	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Floor Insulation - Fiberglass Batts - R-19	SqFt	1148	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:**

Client Name:

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**Measure 10 Wall Insulation****Components** WALL 1,WALL  
2,WALL 3,WALL 4**Inspected**

**Comment** •Includes labor cost. Contractor must use a dense pack blowing machine. Contractor must dense pack insulation at 3.5 pounds per square foot. Contractor's responsibility to install wood or Styrofoam plugs in holes after installing wall insulation. Contractor's responsibility to repair wall damage interior or exterior if needed while installing wall insulation. Contractor to clean up area around house and clean siding off after measure completed. Refer to Appendix A- Standards for Weatherization Materials and Southeast Field Guide.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Insulation	Wall Insulation - Blown Cellulose - 2x4 Filled	SqFt	1318	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Wall Insulation - Blown Cellulose - 2x4 Filled	SqFt	1318	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:**

**Measure 11 CO Monitor is Needed****Components****Inspected****Comment** Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.☐

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	CO monitor  Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:** **Sub Total:** **Field Notes:**

**Measure 12 Fix Improper Venting (Clothes Dryer)****Components****Inspected**

**Comment** Dryer Vents installed with damper. Metal pipe installed without any fastners protruding through pipe. Must be vented to outside of home. Maximum length is 15 feet. No changes allowed. Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Dryer Vent w/ Metal Piping (upto 15' in length)  Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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**Measure 13 Fix Improper Venting of Bathroom Exhaust Fan**

**Components**

**Inspected**

**Comment** Bath Vents installed to outside of home. No changes allowed. Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.

☐

#	Material / Labor	Description / Comment	Units	Estimated			Actual		
				Qty	Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Bath Vent w/ Piping to Outside  Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.	Each	1					
2	Labor	Labor	Each	1					

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:**  **Sub Total:**

**Field Notes:**

Client Name:

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**Measure 14 Practice Lead Safe Weatherization  
(Walls)****Components****Inspected**

**Comment** A Certified Firm /Renovator is required to adhere to EPA RRP rules. Need to submit copy of Lead Report and 3 pictures (before, during, and after) of each activity.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	EPA RRP Lead Rules	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	Each	1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:****Measure 15 Vapor Barrier Needed 905 sq ft****Components****Inspected**

**Comment** Must be 6 mil poly. Must be installed 100% of crawlspace with 6" turned up all walls and support piers. Must be securely fastened. Must be cleaned down to earth. Must be secured at all seams. Refer to Attachment A- Standards for Weatherization Materials and Southeast Field Guide.

☐

#	Material / Labor	Description / Comment	Units	Qty	Estimated		Actual		
					Unit Cost	Total	Qty	Unit Cost	Total
1	Health and Safety	Basement /Crawlspace Vapor Barrier	SqFt	905	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Labor	Labor	SqFt	905	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Other Detail**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Measure Sub Total:****Sub Total:****Field Notes:****Work Order Grand Total:****Grand Total:**

Client Name:

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